

AV&L CONSTITUTION – reviewed January 2014

The CONSTITUTION OF Asheridge Vale and Lowndes Community Association:

1. The Name of the group is Asheridge Vale and Lowndes Community Association (Hereafter the AVLCA).

2. Aims;

To promote, for the benefit of the residents of the area of Asheridge Vale, Lowndes Ave and the area that falls within the electoral wards of Asheridge Vale and Lowndes, such activities and events that will improve the well being and community spirit of said residents without distinction of sex or of political, religious or other opinions, by associating with voluntary organisations and residents in a common effort to improve the social conditions and facilities for the said inhabitants.

3. Objectives;

The Association will fulfil the aims by:

- * Promoting the health and well-being of the residents of the area and working together as residents regardless of age, ethnic origin, ability, sex, belief or political affiliation recognising the value of our many differences.
- * Involving local people in improving the area and amenities.
- * To carry out and promote both environmental improvement and practical conservation, to educate, encourage and support the local population in environmental practice by working with statutory and non statutory agencies, local charities and agencies.
- * Promoting sport, community recreation and play facilities.
- * To raise funds and receive contributions where appropriate to finance the work.
- * To publicise and promote the work.
- * Make rules and standing orders for categories of members and their rights.
- * Taking out appropriate insurance.
- * Organise meetings, training courses and events.
- * Work with similar groups and exchange information and confer with them.
- * Take any action that is lawful, which would help it to fulfil its aims.

4. Membership

- (a) General Membership of AVLCA shall be open to anyone who is interested in helping the group to achieve its aim and willing to abide by the rules of the group who lives within the AVLCA boundaries. If the Association is unable to recruit Executive Committee members from within its boundaries then it is permissible for up to 50% of Executive Committee members to be recruited from outside the boundary.
- (b) Every member shall have one vote at general meetings.
- (c) The Executive Committee shall have the power to refuse attendance at any AVLCA meeting to any resident or independent local group, where it is considered such attendance would be detrimental to the aims, purposes or activities of the group. Such persons or groups so barred will have the right of appeal at the next AGM, where a general vote may be taken.
- (d) Registration and termination of membership.

Any member of the association may resign his/her membership and any representative of a member organisation or section may resign their position, by giving to the secretary of the association written notice to that effect.

5. Management and Executive Committee Powers

- (a) AVLCA shall be administered by a Executive Committee of not less than three (3) people elected at the group's Annual General Meeting, Committee Members must be at least 18 years old.
- (b) The officers of the Executive Committee shall be:

The Chairperson
The Vice Chairperson
The Treasurer
The Secretary

and such other officers the group shall deem necessary at a general meeting.
- (c) The Executive Committee shall meet at least twice a year.
- (d) At least three (3) Executive Committee members must be present for the Executive Committee meeting to take place.
- (e) Voting at Executive Committee meetings shall be by show of hands on a majority basis. If there is a tied vote then the Chairperson shall have a second vote.
- (f) Power to set up sub-groups and working parties as deemed necessary who shall be accountable to the Executive Committee.

6. Finance

- (a) Any money obtained by the group shall be used only for the group.
- (b) Any bank accounts opened for the group shall be in the name of the group.
- (c) Any cheque issued shall be signed by at least two of any three nominated signatories.
- (d) The Executive Committee will ensure that the group stays within the budget.

7. Executive Committee Meetings and Administration

- (a) The committee shall meet at least two (2) times each year.
- (b) The quorum for a meeting shall be three (3).
- (c) The committee shall be accountable to the members at all times.
- (d) All meetings must be minuted and available to any interested party.
- (e) All executive committee members shall be given at least seven (7) days' notice of a meeting unless it is deemed an emergency meeting.
- (f) An officer may be dismissed if absent without permission from all meetings within a six (6) month period or through mental incapacity

8. General Public Meetings

- (a) The Executive Committee shall call at least two general public meetings each year, the purpose of these meetings is for the group to account for its actions and consider the regeneration and development of the area.
- (b) The Chair of the group shall normally chair these meetings.
- (c) At least fourteen (14) days' notice of such a public meeting must be given and advertised in at least four (4) public places.
- (d) All meetings, including AGMs, must be minuted and available to any interested party.
- (e) The quorum for a General Meeting is six (6) inclusive of three (3) Executive members.

9. Annual General Meeting

- (a) The AVLCA shall hold an Annual General Meeting (AGM) at not more than 15 month intervals.
- (b) Where possible members shall be notified personally by email, otherwise notice will be deemed served by advertising the meetings in at least four public places giving at least 14 days' notice of the AGM.
- (c) The business of the AGM shall include:
 - * Receiving a report from the Chairperson of the group's activities over the year.
 - * Receiving a report and presentation of the last financial year's accounts from the Treasurer on the finances of the group.
 - * Electing a new Executive Committee and considering any other matter as may be appropriate at such a meeting.
- (d) The quorum for Annual General Meeting shall be at least eight (8) persons of which no more than four (4) shall be Executive committee members.

10. Alteration of the Constitution

- (a) Proposals for amendments to this constitution, or dissolution (see Clause 11) must be delivered to the secretary in writing. The secretary in conjunction with all other officers shall then decide on the date of a forum meeting to discuss such proposals, giving at least four weeks (28 days) clear notice.
- (b) Any changes to this constitution must be agreed by at least two thirds of those members present and voting at any annual general meeting.

11. Dissolution

The group may be wound up at any time if agreed by two thirds of those members present and voting at any annual general meeting (AGM). Any assets shall be returned to their providers, if they require it, or shall be passed to another group with similar aims.

12. Adoption of the Constitution

This constitution was adopted by the members present at the AGM held on:

..... 6th March 2014

Signed:

Chin Spuytenburg (Chair)
J. Macbean (Secretary)
King 5/14 J. Galt (Treasurer)
A. W. T. Bury (Member)
..... (Member)